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Department of  
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# Messages From the Department of Education

May 2013

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## ACCOUNTABILITY, ASSESSMENT, CURRICULUM, AND SCHOOL IMPROVEMENT

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### A. ESEA Flexibility Waiver

The New Hampshire Department of Education has submitted a revised waiver request to the U.S. Department of Education. Please go to [www.education.nh.gov/accountability-system/index.htm](http://www.education.nh.gov/accountability-system/index.htm) to view the latest version.

Contact: Heather Gage, (603) 271-5992, [Heather.Gage@doe.nh.gov](mailto:Heather.Gage@doe.nh.gov)

### B. Science College and Career Ready Performance Assessment Competencies

The New Hampshire Department of Education (NHDOE), in partnership with the Center for Collaborative Education (CCE) and National Center for Improvement of Educational Assessment (NCIEA), has launched the development of a state-wide performance assessment system that will balance local control with state-wide accountability and comparability. This system will eventually be one component of a multi-assessment student assessment system for New Hampshire students. In 2012, the partnership led a representative group of NH educators in the development and approval of state college and career ready competencies in English language arts and mathematics. In 2013, a similar project will be engaged for the college and career ready competencies in Science. The partnership is seeking lead science educators to participate in this effort, to commence in the summer of 2013.

Contact: Laurie Gagnon, [lgagnon@ccebos.org](mailto:lgagnon@ccebos.org) or  
Paul Leather, (603) 271-3144, [Paul.L Leather@doe.nh.gov](mailto:Paul.L Leather@doe.nh.gov)

### C. Smarter Balanced Practice Test

Due to the overwhelming demand for access to the Volunteer Pilot Test from principals, teachers, parents, and the public, Smarter Balanced has decided to release a more complete and more broadly available "Practice Test" in lieu of the Volunteer Pilot Test. The change from a Volunteer Pilot to Practice Test does not impact current testing in support of the Scientific Pilot; all schools signed up for the Scientific Pilot will continue to test as scheduled. Online access to the Practice Test will not require a unique username and password, meaning schools and districts can use the Practice Test for professional development activities and for discussions with parents, policymakers, and other interested stakeholders. The practice test will be available beginning in late May.

Contact: Scott Mantie, (603) 271-3844, [Scott.Mantie@doe.nh.gov](mailto:Scott.Mantie@doe.nh.gov)

## CERTIFICATION

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### A. Alternative 4 or Alternative 5 Plans (on-going)

If any districts have educators who are on their second year of Alternative 5 or their third year of Alternative 4 plans please be aware that their completed plans are due not later than June 30, 2013 as after that date they are no longer eligible for an intern license and the license will be rescinded. The end of plan requirements can be found on the web site.

Contact: Rilma Nickerson (603) 271-3873, [Rilma.Nickerson@doe.nh.gov](mailto:Rilma.Nickerson@doe.nh.gov)

**B. Employment Reporting**

Just a reminder that all educators employed with New Hampshire districts must have their employment status updated every year. This includes all SAU office staff, such as the Superintendent, Assistant Superintendent, and Business Administrator. This will affect their ability to renew online if the employment information is not updated. The Bureau of Credentialing is relying on districts to enter the data as we no longer use the Personnel Action Form (PAF). For technical issues with the i4see uploads please contact [i4see.help@doe.nh.gov](mailto:i4see.help@doe.nh.gov).

Contact: Lisa Landenberger, (603) 271-2409, [Lisa.Landenberger@doe.nh.gov](mailto:Lisa.Landenberger@doe.nh.gov)

**C. Renewal Late Fee**

Please inform educators whose credentials expire June 30 of this year, that the late fee (\$50.00) is being re-instated and will apply to all employed educators whose transmittal form (postmarked) or their online renewal is received after June 30, 2013. While components of the new on-line system were being developed and implemented, that fee had been suspended to allow for adjustment to the new process.

Contact: Lisa Landenberger, (603) 271 2409, [Lisa.Landenberger@doe.nh.gov](mailto:Lisa.Landenberger@doe.nh.gov)

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**DATA**

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**A. i4see – Initiative for School Empowerment and Excellence****a) EOY Training**

The Department will be offering EOY (End of Year) Training on Wednesday, May 15 and Thursday, May 23, 2013. This training is provided for district and school staff who are responsible for the EOY submissions. Topics covered will include Trial EOY Enrollment Uploads, EOY Academic Uploads, District and State Reporting, and Course (and Class) Submissions. Watch the i4see home page for the registration link for both the DOE training sessions and the EOY Webinar.

Contact: Mike Cote, (603) 271-2775, [Michael.Cote@doe.nh.gov](mailto:Michael.Cote@doe.nh.gov)

**b) Course and Class Assignments**

Please note that all schools must submit the assignments for all staff along with student rosters (via i4see and/or EIS). The Educator Information System (EIS) will be the source for New Hampshire's HQT data for the 2012-2013 school year.

Contact: Cyndy Currier, [ccurrier@mac.com](mailto:ccurrier@mac.com) (for help with data submissions)  
[i4see.help@doe.nh.gov](mailto:i4see.help@doe.nh.gov) (for general questions)

**B. MS-22 Forms (Report of Appropriations Actually Voted)**

A completed Form MS-22 for each school district must be forwarded to the Bureau of Data Management within 20 days of the close of the school district meeting as required by RSA 198:4-a, II. Note: Copies of the school district meeting minutes, warrant articles and the results of all votes taken should also be forwarded to the Bureau.

Contact: Ron Leclerc, (603) 271-3876, [Ron.Leclerc@doe.nh.gov](mailto:Ron.Leclerc@doe.nh.gov)

**C. School Board Members**

In accordance with RSA 671:31 the forms that were sent out to update information about school board members should be returned to the Bureau of Data Management as soon as possible.

Contact: Sandy Hyslop, (603) 271-2831, [Sandy.Hyslop@doe.nh.gov](mailto:Sandy.Hyslop@doe.nh.gov)

**D. School District Calendars** for 2013- 2014 should also be sent to the Bureau of Data Management as soon as they are approved by the district and entered and certified in ESS (Education Statistics System).

Contact: Sandy Hyslop, (603) 271-2831, [Sandy.Hyslop@doe.nh.gov](mailto:Sandy.Hyslop@doe.nh.gov)

**E. School Safety Survey**

The School Safety Survey for school year 2012-2013 will be released in June. A preview of the survey and instructions can be found at [www.education.nh.gov/data/forms.htm](http://www.education.nh.gov/data/forms.htm). The survey should be completed after the last day of school. If you are responsible for entering the data into the survey, please make sure that you are able to login to myNHDOE – Education Statistics System (ESS) prior to the end of the school year. We are available to assist with access to the survey. After the data is entered, Superintendents will need to review the completed surveys and certify them on-line no later than Friday, July 12, 2013 (hardcopies of the survey are no longer accepted). Please remember that submission of this data is required by RSA 193-E:3, Delivery of an Adequate Education.

**New This Year:**

Three new questions have been added to the survey. These questions concern truancy officers and restraints.

Contact: Gretchen Tetreault, (603) 271-5874, [Gretchen.Tetreault@doe.nh.gov](mailto:Gretchen.Tetreault@doe.nh.gov)

**F. Teacher Salary Schedules** – please be sure to send the 2013-2014 teacher salary schedules as soon as they have been determined for next year.

Contact: Sandy Hyslop, (603) 271-2831, [Sandy.Hyslop@doe.nh.gov](mailto:Sandy.Hyslop@doe.nh.gov)

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**INNOVATIONS/INITIATIVES**

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**A. Innovation Lab Network Event**

On May 30th, schools from New Hampshire's Innovational Lab Network, i3 Innovation schools, and New Hampshire Quality Performance Assessment Network schools are invited to come together at SERESC for an exciting presentation on Learning Progressions, to collaborate on plans for the coming year and to hear about statewide efforts currently in process. If your school is a member of one of these efforts, please contact Elizabeth Colby ([bcolby@sau4.org](mailto:bcolby@sau4.org)), who is coordinating this event, to register a school team.

**B. Quality Performance Assessment Network Applications:**

The NH Performance Assessment Network is engaging New Hampshire's school districts in developing valid and reliable performance assessments to build and measure mastery of competencies in our local and state student assessment systems. Cohort 1 (2012 - 2013)

began with 20 High Schools engaged in assessment literacy training, student work analysis, development of common performance tasks in English language arts and mathematics, building professional learning networks, and facilitated discussions about leading for innovation. We are seeking districts that wish to have their schools join a K-8 and/or a high school cohort, beginning in the summer of 2013, to undertake this work. The application contains all details and can be accessed at [www.education.nh.gov/assessment-systems/index.htm](http://www.education.nh.gov/assessment-systems/index.htm). All applications will be due electronically by Wednesday, May 15, 2013 at 5:00 p.m. via survey monkey at <https://www.surveymonkey.com/s/NHPANetwork2013-14> or to Shirley Hadley at: [Shirley.Hadley@doe.nh.gov](mailto:Shirley.Hadley@doe.nh.gov).

Contact: Laurie Gagnon, [lgagnon@ccebos.org](mailto:lgagnon@ccebos.org) or  
Mariane Gfroerer, (603) 271-6691, [Mariane.Gfroerer@doe.nh.gov](mailto:Mariane.Gfroerer@doe.nh.gov)

## **SCHOOL APPROVAL STANDARDS**

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**This section applies to both public and non-public schools**

### **A. Ed 306, Minimum Standards for Public School Approval**

Over the past several months the Department has been reviewing Ed 306, Minimum Standards for Public School Approval because the current rules are due to expire July 1, 2013. A steering committee of stakeholders was established to assist us with recommendations to the State Board for this review. Ed 306 will be given to the State Board with a request to enter rulemaking at their May 15 meeting. For more information go to [www.education.nh.gov/legislation/ed306review.htm](http://www.education.nh.gov/legislation/ed306review.htm).

Contact: Mary Mayo, (603) 271-3189, [Mary.Mayo@doe.nh.gov](mailto:Mary.Mayo@doe.nh.gov)

## **PROFESSIONAL DEVELOPMENT**

### **A. 21st Century Skills and the Common Core: Research and Practice Perspectives Webinar**

On Wednesday, June 12th, from 3:00–4:30 p.m. the Northeast Rural Districts Research Alliance will host this Bridge Webinar to discuss the challenges of assessing 21st Century Skills in rural schools in the context of the Common Core State Standards. Participants will engage with current research and deepen their knowledge of principles of teaching and assessing 21st Century cognitive, interpersonal, and intrapersonal skills. Featured presenter Dr. Joan Herman, Co-Director Emeritus of the National Center for Research on Evaluation, Standards, and Student Testing at U.C.L.A., will review the development and assessment of 21st Century Skills and how they connect to the Common Core. Her presentation will be followed by perspectives from research alliance members on teaching, learning, and assessing these skills in small rural schools and districts in the Northeast. To register go to [www.relnei.org/events/registration.html?eventid=6195](http://www.relnei.org/events/registration.html?eventid=6195). Early registration is encouraged. Login instructions will be emailed to you 24 hours before the webinar. E-mail [relneiinfo@edc.org](mailto:relneiinfo@edc.org) with any questions.

### **B. Statewide Educator Conference: Transforming Instruction**

This conference will take place at Keene State College July 24 – 25, 2013. The core themes of this conference are: Evidence of Learning, Common Core Instruction, and Personalization of Education. A series of breakout sessions will feature educational leaders including

educational professionals from around the country, NH school representatives, NH Department of Education staff, and college and university faculty. These sessions will deepen team knowledge around the three core themes and will engage in team learning, problem-solving, and reflection. For more information go to [www.keene.edu/conted/state\\_ed\\_conf](http://www.keene.edu/conted/state_ed_conf) or contact Beverly Straneva at [bstraneva@keene.edu](mailto:bstraneva@keene.edu) or (603) 358-2290.

### **C. Tri-State Child Nutrition Conference**

The Tri-State Child Nutrition Conference is being held on May 13, 2013 in Bartlett, NH at the Attitash Grand Summit Hotel and Conference Center. Registration for this event will be forthcoming and posted to: <http://education.nh.gov/program/nutrition/index.htm>. This Tri-State Conference will be hosted by Maine, Vermont and New Hampshire and will offer regulatory information pertinent to school food service personnel, business administrators, child care sponsors, fresh fruit and vegetable program personnel and summer food service program personnel.

Contact: Cheri White, (603) 271-3860, [Cheri.White@doe.nh.gov](mailto:Cheri.White@doe.nh.gov)

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## **DEPARTMENT STAFF UPDATES**

**James A. Margeson IV** has joined the Department of Education, Division of Higher Education – Higher Education Commission as the new Veterans Educational Services professional. James will be responsible for working with all levels of education in New Hampshire to expand and enhance educational opportunities for veterans and active duty personnel. James is a U.S. Army combat veteran and most recently served as the Disabled Veterans Outreach Specialist for the State of New Hampshire from the Manchester office of the NH Department of Employment Security. In that role, James was responsible for coordinating employment services for disabled veterans with the N.H. Department of Labor and the U.S. Veterans Administration. James can be reached at (603) 271-8508 or [James.MargesonIV@doe.nh.gov](mailto:James.MargesonIV@doe.nh.gov).

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## **OTHER**

### **2013 Spirit of New Hampshire Nominations Now Being Accepted**

Help recognize outstanding volunteers, groups of volunteers, & organizations that promote the spirit of volunteerism in New Hampshire. Awards are given in part of two larger categories; The Volunteer Service Awards and Volunteer Champion Awards. In addition to the Volunteer Service & Champion Awards, one recipient is awarded the Spirit of New Hampshire Award for exemplifying New Hampshire's tradition of volunteerism. For more information go to [www.volunteernh.org/html/home.htm](http://www.volunteernh.org/html/home.htm), call (603) 271-7200 or e-mail [recognition@volunteernh.org](mailto:recognition@volunteernh.org).

### **National Association of Exclusive Buyer Agents (NAEBA) Scholarship Video Contest**

Make a 2-minute video about why using an exclusive buyer agent is smart and you could win one of two \$1,000 Scholarships from NAEBA. Entrants must be currently enrolled in and attending a college, university or other accredited postsecondary institution such as a vocational school in the U.S. **or a high school senior** who will be attending a college, university or other accredited postsecondary institution such as a vocational school in the U.S. no later than September, 2013. Complete information on this scholarship can be found



at <http://naeba.org/scholarship-video-contest> or contact Carolyn McGee, Buyer's Brokers of the Seacoast, at (603) 436-6636 or [homebuyers@hallmcgee.com](mailto:homebuyers@hallmcgee.com). Deadline for entries is May 31, 2013.

### **Alternative Approaches to Special Education**

Antioch University New England invites you to a one-day conference, *Can We Do Better? Alternative Approaches to Special Education* to be held on Wednesday, May 22, 2013 from 9:00 a.m. – 4:00 p.m. The conference features Kim John Payne, author of *Simplicity Parenting* as the keynote speaker and will also have a series of workshops and a panel discussion with experienced practitioners in the field of inclusive models. The conference will also serve as an introduction to Antioch Department of Education's new Holistic Special Education masters program offering dual state certification in Elementary Education and Special Education. For more information or to register for the conference, please go to [www.antiochne.edu/acsr/events](http://www.antiochne.edu/acsr/events) or contact Peg Smeltz at (603) 283-2301. For more information about the masters program in Holistic Special Education, contact Laura Andrews at [admissions@antioch.edu](mailto:admissions@antioch.edu).

### **The Frost Place Conference on Poetry and Teaching**

The Frost Place Conference on Poetry and Teaching brings together hard-working classroom teachers and highly skilled poet/teachers to share time-tested approaches to making poetry an essential element of the classroom. This conference will take place June 23 - 27, 2013 and graduate and continuing education credit are available in partnership with Plymouth State University. Deadline to register is May 15, 2013. To register and for more information go to [www.frostplace.org](http://www.frostplace.org) or contact Sarah Audsley at (603) 823-5510 or [saudsley@frostplace.org](mailto:saudsley@frostplace.org).

### **Health Education Grab Bag**

On May 29, 2013 from 8:30 a.m. – 4:00 p.m. presentations will be given on:

- Emotional and Mental Health
- Alcohol and Drug Use
- Violence Prevention
- Suicide Prevention
- The Health Teachers' Collaborative Ring and more

Free curriculum materials will be available for teachers. Grab some great information and some goodie bags too.

Contact: Mary Bubnis, (603) 271-3889, [Mary.Bubnis@doe.nh.gov](mailto:Mary.Bubnis@doe.nh.gov)

### **High Ability Children: Seeking Balance At Home and At School**

This forum features a panel of professionals and parents experienced in teaching and raising high ability children. It will take place Monday, May 13, 2013 from 6:30 p.m.-8:30 p.m. at Hillsboro-Deering Elementary School. Parents and educators will obtain ideas, encouragement, and support for teaching or raising a high ability child. For more information contact Teresa Morris at [tmorris@sau29.org](mailto:tmorris@sau29.org) or [tamorris90@myfairpoint.net](mailto:tamorris90@myfairpoint.net).

**Open House At Owl Brook Hunter Education Center**

Enjoy a day of family fun with hands-on activities related to the shooting sports, hunting and trapping at an Open House at Owl Brook Hunter Education Center in Holderness on Saturday, June 1, 2013, from 10:00 a.m. to 2:00 p.m. Admission is free. The center is located at 387 Perch Pond Road in Holderness, N.H. For more information go to [www.huntnh.com/Hunting/hunter\\_ed\\_center.htm](http://www.huntnh.com/Hunting/hunter_ed_center.htm).

**National Teacher Appreciation Week**

**May 6-10, 2013**